Meeting Called to Order at 12:59pm

I. ORGANIZATIONAL ITEMS
   a. Confirmation of the agenda
      1. The Science Division report will start after approval of minutes to be followed by the
         Math division’s report.
      2. The agenda has been confirmed as amended
         MSP
   b. Confirmation of the March 24, 2015 minutes.
      1. C. Norris shared the changes she made to the minutes based on email feedback she
         received.
      2. Minutes accepted as amended. MSP

II. SCIENCE DIVISION REPORT (Bahta)
   a. Abe Bahta, chair of the Science division, offered a PowerPoint Presentation. The
      presentation listed the programs and courses offered in the division. He also described the STEM
      program and its connection to closing equity gaps. The presentation included photos of all full
      time faculty members.
   b. A question was asked about the learning gaps the division has found among students and
      what are they implementing to close those gaps.
   c. A. Bahta responded by talking about faculty mentorship that happens in the science division.

III. MATH DIVISION REPORT (Robertson)
   a. Matt Robertson shared a PowerPoint presentation on Math 227, Statistics, SLO assessment
      and successful course completion.
   b. A discussion ensued about the definition of “successful course completion.” A math
      instructor pointed out the value of including completion data of students who may take a course
      more than once but complete the course successfully.
   c. A question was asked about how many of the students who were assessed placed below 227.
      M. Robertson responded that he had did not have that data.
   d. A question was asked about why younger students do better and how can the college
      capitalize on that success. One theory offered was that the younger students who succeed in
      Math 227 are college ready and are less likely to have distractions like families and work.
e. M. Robertson reported on ways the division faculty members are working to reduce equity
gaps including using an older more affordable edition of the textbook and offering students no-
cost access to the necessary calculator.
f. He offered an example of an SLO assessment he conducted using a hypothesis test.
g. Discussion ensued about SLO attainment and consistency in teaching among Math 227
instructors. In response, a question was asked about how West’s math tutors can be effective if
instructors’ approaches to teaching are so different. A recommendation was made to include
tutors in professional development activities offered to math faculty members.
h. M. Robertson also presented on his experience with using Reading Apprenticeship and Math
227 for the first time.

II. ADMINISTRATION REPORT (Braxton)
a. Vice President Braxton shared the Institutional Effectiveness report that R. Tillberg prepared
for the Board of Trustees for presentation at the upcoming Institutional Effectiveness Committee
on Wednesday, April 29, 2015.
b. One finding of concern is that compared to other colleges, the number of eligible students
receiving Pell Grants is lowest amongst all of the colleges in the district. In a recent meeting with
the financial aid staff about this issue, the financial aid director indicated to P. Braxton that one
possible reason for the low number of eligible students receiving a Pell Grant was that many West
students have full financial aid packages at other neighboring colleges like SMC, El Camino, or
even UCLA.
c. She showed the Senators the success data, and a question was asked about whether success
rates are calculated based on students’ actual goals. P. Braxton responded that our researchers are
drilling down more deeply now to consider those types of questions.
d. A question was asked about West’s average class size. It is higher than it used to be, but is
still lower than the district average. The wording of the section of the report was confusing to
some, and it was recommended that this section of the report needed to be clarified.
e. A question was asked about the ACT program. It is a daytime program modeled after the
PACE program to build up full time enrollment. It will offer focus on majors in high demand for
transfer.
f. Senators will get a chance to spend time reading the report and get another chance to ask
questions at the next meeting.

III. PUBLIC SPEAKERS: Speakers may speak no more than 2 minutes per speaker on any agenda item
not yet discussed. (NONE)

IV. ASO Report (McCracken) No Report

V. OFFICERS’ REPORTS
a. Adrienne Foster – President
1. The State Academic Senate is looking at dual enrollment with high school students. A
state task force is being formed to consider this issue.
2. The state senate is considering alternative courses for math competency. They are
looking to include colleges already implementing innovations like Statway. The ASCCC
passed a resolution for math competency.
3. New disciplines were approved: African-American studies, LD Specialist, DSPS
Counselor. The DSPS Director discipline was not approved because the position fits
better as management than faculty.
4. Another resolution was passed in support of local senate’s consultation on SLOs.
5. New State Academic Senate officers are being elected.
6. A. Foster recommended that West faculty members participate in statewide committees
make their voices heard.
b. Holly Bailey-Hofmann – Vice President (No report)

c. Luis Cordova – Treasurer

1. Thirty-one faculty members paid dues in March. We have raised $465 in Spring 2015.
2. There is still $1,335 in the old account.
3. A. Foster asked about sending flowers to Josefina Culton’s husband’s memorial, and faculty members noted that she has requested that donations be made in lieu of flowers.

d. Clare Norris – Secretary (No Report)

VI. ACADEMIC AND PROFESSIONAL MATTERS – 45 MIN – INFORMATION

1. Division Reorganization
   a. President Abu Ghazaleh has submitted a final draft of his plan for division reorganization. A. Foster read the reorganization plan aloud.
   b. Clarification was requested about the formatting.
   c. A question was asked about a Senate-submitted template.
   d. Concern was raised about the divisional reorganization that the Senate could have made a more complete recommendation to the president so that he would have been compelled to offer more of an explanation for his decisions.

2. SLO Committee (Cordova)
   a. SLO assessment videos have been made and released.
   b. Twenty-three faculty members attended the last SLO Summit.
   c. The next SLO Summit is scheduled for April 24th.
   d. An SLO Symposium coming up in May. It will focus on learning and inquiry.
   e. He recommends that faculty members prepare for end-of-semester assessments. We also should see the SLO assessment process as an opportunity to document strengths and weaknesses of our interventions. He listed interventions being implemented at West that could be included in the assessment process. It’s also an opportunity to share what we are doing.
   f. He expressed appreciation for everyone who has been involved with assessment.
   g. He reported that 64% of Fall 2014 courses have been assessed, 88% of Spring 2014 courses have been assessed, 95% of Fall 2013 courses have been assessed.

3. Educational Policies and Standards (Bailey-Hofmann)
   a. A. Foster recommended that faculty members concerned about the divisional reorganization serve on the Educational Policies and Standards Committee.
   b. The Committee is continuing with the Travel and Hospitality Program Viability Study. They have been engaging in robust discussion including email feedback on the data.
   c. The Committee will meet for the rest of the semester just for the viability study.
   d. The Committee will reconvene regular meetings in the fall semester.
   e. The committee meets on the second and fourth Wednesdays at 3:00.

4. Self Evaluation (Taylor)
   a. A. Taylor showed a timeline for the planned self-evaluation progress in the Fall 2015 semester.
   b. The Board of Trustees has requested the draft of the self-evaluation six weeks in advance of the December 2 meeting.
   c. The draft should be complete by Flex Day to discuss.
   d. We are focusing now on the June 8 deadline that gives us the chance to gather evidence to prove that we meet the standards.
   e. A. Taylor distributed a sample of the Evidence/Claim table she developed for each standard.
   f. She offered examples of types of evidence we can use to support our claims like minutes, handbooks, reports, emails, event flyers, job announcements, etc.
g. The Cluster Workgroups met Monday, April 13 to review and refine the evidence and the claims.

h. A. Taylor identified the library and student services standards as being still skimpy.

i. The Workgroups will meet again on May 11 and June 8.

j. One senator asked for more specific examples of evidence that might be included in the document.

5. Student Success (Norris)
   a. C. Norris reported that the Instructional Support workgroup has been meeting. The library, learning skills, learning center, and English and Math disciplines have been represented at the meetings. The group will settle on recommendations at our meeting this week. One recommendation the group is considering is to move this into the Program Viability Study.

6. Facilities (Witucki)
   a. J. Witucki distributed a handout listing the three options for West’s revised facilities plan.
   b. J. Witucki identified Option 3 as the best option in her opinion. Supports the growth of high-demand programs.
   c. They’re being told additional funds will likely become available in the next five years.
   d. **MOTION: ACTION:** The Senate endorses Option 3. **MSP**
   e. One senator expressed concern that she would like to bring it to her division, but she was told that the Facilities Committee will act without the Senate’s endorsement if necessary.
   f. Concerns were raised about accessible restrooms and elevators. The District has an ADA budget that will cover those changes no matter what happens.

VII. ANNOUNCEMENTS AND INDICATIONS OF PROPOSED FUTURE ACTIONS
    a. Classroom management techniques
    b. Scholarship Reception May 30
    c. Commencement June 9, 2015
    d. The May 7-28 West Fest web site is up. The Fest will include art presentations and the annual Student Poster Showcase. A. Porter asked faculty members to fill out applications and encourage their students to participate.

ADJOURNMENT – 2:48pm
Next meeting: April 28

Respectfully submitted, Clare Norris